EXECUTIVE SECRETARIAT
Routing Slip

TO:			ACTION	INFO	DATE	INITIAL
	1	DCI				
	2	DDCI				
	3	EXDIR				
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	5	DDI				
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	8	DDS&T				
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	10	GC				
	11	IG				
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	13	D/EEO				
	14	D/Pers				
	15	D/OEA				
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	17	SA/IA				
	18	AO/DCI				
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SUSPENSE _____
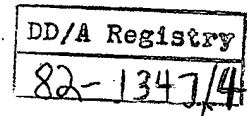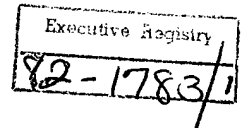Date

Remarks:

Executive Secretary
9/13/82
Date

3637 (10-81)

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EXECUTIVE OFFICE OF THE PRESIDENT

OFFICE OF MANAGEMENT AND BUDGET

WASHINGTON, D.C. 20503

OFFICE OF FEDERAL
PROCUREMENT POLICY

Executive Registry
82 - 1783/1

DD/A Registry
82- 1347/4

SEP 8 1982

Honorable William J. Casey
Director
Central Intelligence Agency
Washington, DC 20505

Dear Mr. Casey:

In a memorandum dated July 8, 1982, the Director of the Office of Management and Budget requested that your agency designate a Procurement Executive within 60 days of your receipt of the memorandum. As of September 8, we have not received a response.

Please send the name of the individual designated, his or her title, organizational placement, duties and responsibilities, mailing address, and telephone number to this office by September 17. By September 24, we plan to compile a list of all Procurement Executives in the Executive Branch. Thereafter, we will be in frequent contact with each one, apprising them of progress in implementing Executive Order 12352 on Federal Procurement Reforms as well as other developments.

We will also need to work with your Procurement Executive as active implementation of the reforms occurs at the agency level.

Your cooperation and support will be greatly appreciated.

Sincerely,

Donald E. Sowle
Administrator

ROUTING AND TRANSMITTAL SLIP

Date 16 SEP 1982

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. ADDA	⟨initials⟩	16 SEP 1982
2.		
3. DDA	⟨initials⟩	16 SEP 1982
4.		
5.		

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

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EO/DDA

Room No.—Bldg.
Phone No.

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OPTIONAL FORM 41 (Rev. 7-76)
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FPMR (41 CFR) 101-11.206

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